

Possible or Likely Items / Topics for Discussion

- Identify key contacts (Town, DPW?)
- ID / role of stakeholders (e.g., CCC, etc.)
- Municipal perspective, concerns (if any)
- Request for information (e.g., full-sized plans, etc.)
- Project scheduling (i.e., target completion)
- *Public* outreach
- *Project* outreach → signage, communications development & coordination
- Site access and control
- MOU
- Bacteria sampling
- Permit assumptions
- In-kind services (shrub removal / disposal, electrical, etc.)
- BMP operation and maintenance (O&M)
- BMP performance assessment / analytical sampling → possible role of stakeholders
- Materials management

List of Potential In-Kind Services to be provided by Municipality

Note: nature and/or extent of in-kind request will depend upon construction.

*Redline indicates **Phase / Task 1 Design**.*

- Provide shrub / tree clearing, removal, disposal
- Provide basic BMP monitoring + TSS/pathogens (*refer to EPA Performance Work Statement (PSS)*)
- DPW assistance with catch basin access for sampling (possible re-sampling, if needed) to confirm absence of illicit discharges in MS4 discharge to BMP
- Provide full-sized plans / diagrams. At this time, our contractors have requested the following:
 - **(1) as-built information for the storm drain system, and**
 - **(2) a detailed watershed delineation to the proposed project site.**
- Long-term Operation and Maintenance (O&M) of BMP (if constructed)
- Permitting:
 - Representation before Conservation Commission re: compliance with Wetlands Protection Act (WPA)
 - Identify relevant applicable local bylaws/ordinances
- **Identify critical real property / surface features of structural / aesthetic concern**
- **Assume lead role in public outreach, control to construction areas (traffic mngt.)**
- Materials management: stockpile and reuse of excavated native materials; disposal of excavated asphalt (as needed)
- Provide electrical service (115V) for monitoring shed
- Fencing of sloped area(s) (if needed)